

APPROVED



CHICAGO
VIRTUAL CHARTER SCHOOLSM

Chicago Virtual Charter School

Minutes

Chicago Virtual Charter School Regular Board Meeting

Date and Time

Wednesday August 23, 2017 at 6:00 PM

Location

38 South Peoria Street - Dial-in: 888-824-5783, Code: 472 54 033 Please use the following hyperlink for remote access to the live presentations <https://www.gotomeet.me/CVCS>

Directors Present

A. Richardson-Bryant, K. Speller, L. Kelly, L. Milton, M. Lewellen

Directors Absent

A. Berg, S. Harkins

Guests Present

F. Jenkins

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Richardson-Bryant called a meeting of the board of directors of Chicago Virtual Charter School to order on Wednesday Aug 23, 2017 @ 6:02 PM at 38 South Peoria Street - Dial-in: 888-824-5783, Code: 472 54 033 Please use the following hyperlink for remote access to the live presentations <https://www.gotomeet.me/CVCS>.

C. Comments on Agenda

- Add a public comments item to the agenda prior to the Academic Committee section

D. Accept Agenda

L. Milton made a motion to accept the agenda with the addition of a public comments section prior to the Academic Committee section.
M. Lewellen seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Closed Session

A. Meet in Closed Session pursuant to 5 ILCS 120/2 et seq

L. Milton made a motion to Meet in Closed Session.
L. Kelly seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Milton made a motion to convene open session.
M. Lewellen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Milton Aye
L. Kelly Aye
S. Harkins Absent
A. Berg Absent
M. Lewellen Aye

B. Action on Closed Session

M. Lewellen made a motion to refer the personnel item discussed in the closed session to the Executive Committee for recommendation to the full Board at the next meeting.
L. Kelly seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Milton made a motion to approve the President/CEO position.
M. Lewellen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Kelly Aye
L. Milton Aye
A. Berg Absent
S. Harkins Absent
M. Lewellen Aye
A. Richardson-Bryant Aye

III. Approve Minutes

A. Approve Minutes

M. Lewellen made a motion to approve minutes from the CVCS Governance Committee Meeting on 07-31-17.
L. Kelly seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes

M. Lewellen made a motion to approve minutes from the Board Meeting on 07-31-17.
L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Approve Minutes

M. Lewellen made a motion to approve minutes from the Academic Committee Meeting on 08-14-17.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Administration Report

A. Board Calendar

- The Board calendar was presented for review
- The annual meeting will be in September

B. Domain Name

- The 2 domain names have now been acquired

C. Financial Accountability

- CPS has imposed new financial accountability standards
- K12 has offer to issue credits to bring the school into compliance
- CPS hosted a workshop that was very informative

V. CEO Evaluation

A. CEO Evaluation Update

- There are still 2 evaluations remaining to be completed

VI. HOS Report

A. HOS Report

- R. Lebron presenter the Head of School report that included staffing and facility updates
- Upcoming school activities were reported

M. Lewellen made a motion to accept the Head of School's recommendation to hire a 5th grade teacher.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

- L. Kelly Aye
- A. Berg Absent
- S. Harkins Absent
- L. Milton Aye

M. Lewellen made a motion to accept the Head of School's recommendation to hire a 4th grade teacher.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

- S. Harkins Absent
- L. Kelly Aye

A. Berg Absent

M. Lewellen Aye

L. Milton Aye

M. Lewellen made a motion to accept the Head of School's recommendation to hire an MS Social Studies Teacher.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

L. Kelly Aye

M. Lewellen Aye

A. Berg Absent

S. Harkins Absent

L. Milton Aye

M. Lewellen made a motion to accept the Head of School's recommendation to hire an Attendance and Discipline Support Coordinator.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

K. Speller Aye

A. Berg Absent

M. Lewellen Aye

L. Milton Aye

L. Kelly Aye

S. Harkins Absent

- The previous motion to accept the Head of School's recommendation to hire the Attendance and Discipline Support Coordinator is tabled

M. Lewellen made a motion to accept the Head of School recommendation to transfer the 5th grade teacher to special education teacher.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Harkins Absent

L. Kelly Aye

A. Berg Absent

M. Lewellen Aye

L. Milton Aye

- The Board Administrator will do a walk-through of the facility

B. Changes in Staffing

- The recommended staffing changes were discussed in the Academic Committee meeting
- The position title should be changed from Attendance and Behavior to Attendance and Performance

M. Lewellen made a motion to accept the recommendations by the Head of School to make the changes in the MTSS Coordinator positions.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

A. Berg Absent

L. Kelly Aye

M. Lewellen Aye

L. Milton Aye

S. Harkins Absent

M. Lewellen made a motion to accept the recommendations by the Head of School to make the changes in the MTSS Coordinator position for the K-12 RtI Interventionist position.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

L. Kelly Aye

A. Berg Absent

S. Harkins Absent

M. Lewellen Aye

L. Milton Aye

M. Lewellen made a motion to accept the Head of School recommendation to replace the K-8 MTSS Coordinator position for the Attendance and Performance Coordinator position.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Harkins Absent

L. Kelly Aye

A. Berg Absent

M. Lewellen Aye

L. Milton Aye

L. Milton made a motion to accept the Head of School recommendation to hire Worlee Hobbs to the Attendance and Performance Coordinator position.

M. Lewellen seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

A. Berg Absent

M. Lewellen Aye

L. Kelly Aye

L. Milton Aye

S. Harkins Absent

L. Milton made a motion to accept the recommendation from the Head of School to transfer Rebecca Foote from the ESL teacher position to the K-12 RtI Interventionist position.

M. Lewellen seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

A. Berg Absent

S. Harkins Absent

M. Lewellen Aye

L. Milton Aye

L. Kelly Aye

C. Contract for Substitute Teachers' Company

- The Board Attorney has reviewed the contract

D. NWEA Map Assessment Letter of Intent

- The Board has delegated the authority to sign the document

E. Middle School Student Laptop Initiative

- Students will receive laptops instead of desktop computers

- The Head of School will verify whether these are new or refurbished laptops
- The Board would like to know the time frame for utilization and how the use of the laptops will be maximized at the school
- The Head of School will report on this at the next Board meeting
- There are no financial implications and does not require Board approval

F. Consolidated Grants Application

- Funds not spent from July through August will not be refunded
- The Head of School will provide a follow-up at the Executive Committee meeting

VII. Governance Committee

A. Motion to Approve Board Member Candidate Ken Speller

L. Kelly made a motion to approve candidate Ken Speller for membership.

M. Lewellen seconded the motion.

The board **VOTED** unanimously to approve the motion.

- Mr. Speller is now a Board member and is able to vote

B. Motion to Approve Board Policies - 2nd Reading

- Action tabled until the next Board meeting

VIII. Finance Committee

A. Motion to Accept the FY 2017-2018 July, 2017 Financial Report

- The Committee met by teleconference on August 23rd

B. Motion to approve the FY 2017 - 2018 Budget

- The budget due date has been postponed
- There is an increase in the per pupil funding
- The change in net assets may not match the language in the service contract
- The Board Attorney may have discussions with K12 about the service agreement language

L. Milton made a motion to authorize the Board attorney to review the net asset language in the service contract and advise the Executive Committee.

M. Lewellen seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Motion to approve K12 Payment Request

L. Milton made a motion to approve the K12 payment request for \$240,791.08.

L. Kelly seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

M. Lewellen Aye

L. Kelly Aye

L. Milton Aye

A. Berg Absent

S. Harkins Absent

K. Speller Abstain

D. K12 Invoices - July, 2017

L. Milton made a motion to approve the K12 invoices for \$288,727.91.

L. Kelly seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

L. Kelly Aye

A. Berg Absent

K. Speller Abstain

L. Milton Aye

M. Lewellen Aye

S. Harkins Absent

E. Financial Viability & Sustainability

- K12 will be meeting internally to address the net asset issue
- The auditors will review the year end adjustments

IX. Public Comments

A. Public Comments

- Teachers discussed concerns about the formation of a CVCS curriculum council
- The Board provided clarification of the scope of the council's expectation

X. Academic Committee

A. Motion to Approve the formation of CVCS Curriculum Council

L. Kelly made a motion to approve the formation of a CVCS advisory council.

M. Lewellen seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Motion to Approve the Curriculum Development and Distribution Policy - 1st Reading

L. Kelly made a motion to approve the curriculum development and distribution policy, 1st reading.

L. Milton seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Motion to Accept the CMSi Curriculum Management Audit Recommendations

M. Lewellen made a motion to accept the CMSi curriculum management audit recommendations.

L. Kelly seconded the motion.

The board **VOTED** unanimously to approve the motion.

XI. Closing Items

A. Public Comments

- There will be a goto meeting screen at each meeting
- The teachers' presence at the meetings is appreciated

B. Adjourn Meeting

L. Kelly made a motion to adjourn the meeting.

K. Speller seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 PM.

Respectfully Submitted,

F. Jenkins